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November 21, 2008

TO: Each Supervisor

FROM: John F. Schunhoff, Ph.D.   
Interim Director

SUBJECT: **HEALTH CARE WORKFORCE DEVELOPMENT  
PROGRAM** (Agenda Item #26, November 25, 2008)

On November 18, 2008, your Board continued to November 25, the Board letter which recommended allocation of \$3.1 million of Tobacco Settlement Funds to the Health Care Workforce Development Program (HCWDP). This is to provide you with additional information concerning this recommendation and program.

The HCWDP was created in 2001 as part of the LA County Medicaid Waiver program. It was structured as a joint labor-management program in collaboration with Service Employees International Union (SEIU) Local 721 (formerly SEIU Local 660). To implement this program, SEIU created a non-profit corporation, the Worker Education and Resource Center (WERC), to implement the program. Funding for the program as part of the Waiver has been a 2:1 State/local match, but the actual funding allocations have not been proportional each year. The County's funding commitment has been completed and the FY 2008-09 project budget is currently being funded, primarily, by the final State commitment for the most recent period. Approximately \$2 million of the State's 2007-08 funding rolled over to FY 2008-09, and will be exhausted by December. These funds fulfill the State's commitment under the Waiver.

As initially conceived, the purpose of the HCWDP was to help retrain County workers who would be displaced as the County transformed its healthcare system in accordance with the Waiver. Over the years, it has also served to train employees for positions where there are shortages of trained workers and where DHS has had to use extensive registry. Examples of this are programs to facilitate Licensed Vocational Nurses becoming Registered Nurses and training for Medical Record Coders.

Attached is information on the types of programs and participants over the past seven years and on current ongoing programs. Through this collaborative program, the Department's workforce has been enhanced in skills and knowledge and it has been part of the process through which the Department has reduced its registry costs. The value of the HCWDP going forward is not only in its success in training existing workers to fill vacancies, but also as a resource for retraining workers should DHS be in a position of curtailing services due to budget constraints.

The budget for the HCWDP for FY 2008-09 is \$6.4 million. The agreement with WERC has a maximum obligation of \$3.6 million. From this \$3.6 million, WERC funds its staff and a number of subcontracts for training. DHS has 19 budgeted positions for the HCWDP, 13 of which are currently filled. The remainder of the budget is services and supplies for various training contracts which DHS funds directly.

When the WERC agreement extension for FY 2008-09 was approved by the Board on June 17, 2008, the Board letter advised the Board that if additional funding was not designated in the State's budget, the Department would return to the Board with options for the Board's consideration.

With the current economic situation and the State budget problems, the County and SEIU were not successful in securing State funding in FY 2008-09. These efforts will be renewed for the FY 2009-10 State budget process, but we recognize that securing State funds will continue to be difficult.

Agenda Item #26 on November 25, 2008, proposes an appropriation adjustment to use \$3.1 million of Tobacco Settlement Funds Designation for the HCWDP. If the Board approves this request, DHS will sit down with SEIU and WERC, and review each training program currently underway or planned for FY 2008-09. Employees currently enrolled in multi-class training programs which lead to certification or qualification for needed positions would complete their training. [For example, LVNs in a multi-class training course leading to RN licensure would continue their training, but no new cohorts of LVNs would start.] Other training programs will be put on hiatus, until the State and local funding status improves. After it is determined which training activities would continue, staffing adjustments and adjustments to the agreement with WERC and training providers would be implemented. Any part of the \$3.1 million not used in FY 2008-09 would revert to the Tobacco Settlement Funds Designation, per Board policy.

If the Board decides not to allocate the \$3.1 million, the Department will work to suspend training under the HCWDP, as quickly as feasible, and transfer staff to other assignments.

If you have any questions or need additional information, please let me know.

JFS:lw

#### Attachments

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Local 721, SEIU  
HCWDP Program Director



# HEALTHCARE Course Participants by Training Activity

## WORKFORCE from 07-01-2001 to 11-17-2008

DEVELOPMENT PROGRAM

**ALLIED HEALTH****Central Service Technician**

Central Service Technician Certification	9
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**Total: 9**

**Medical Records Coder**

Advanced HIT Coding	35
Basic HIT Coding	144
Certified Coding Specialist Workshop	114
MRC - Fast-Track	5

**Total: 298**

**Patient Financial Services**

PFS/HCPE	319
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**Total: 319**

**Phlebotomy**

Phlebotomy Certification	61
Phlebotomy Re-certification	142
Phlebotomy Refresher	9
State Approved Phlebotomy Certification	23

**Total: 235**

**Psychiatric Technician - Program**

Psychiatric Technician	16
PT Biology 2	36
PT Growth and Development	23
PT Introduction to Psychology	11

**Total: 86**

**Total for Allied Health: 947**

**NURSING****LVN**

NCLEX-LVN	42
NCLEX-LVN HSP	14

**Total: 56**

**LVN - Program**

LVN	57
LVN - Tuition Assistance Program	2

**Total: 59**

**LVN to RN - Program**

LVN to RN	57
LVN to RN - 30 Unit Option Program	23

**NURSING****LVN to RN - Program**

**Total: 80**

**Other Nursing**

Nursing Instructor Training	26
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**Total: 26**

**Pre-req**

Algebra	12
Anatomy	67
Chemistry	16
English 101	7
General Psychology 1	14
Introduction to Sociology	25
Microbiology	76
Nutrition	29
Physiology	91
Physiology Class - Partnership	3
Political Science	36
Psychology 41	43
Speech	26

**Total: 445**

**RN**

NCLEX-RN	219
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**Total: 219**

**RN - Program**

Generic RN	88
RN - Tuition Assistance Program	14
Student Nurse Worker Program	78

**Total: 180**

**Skills Enhancement**

12-Lead EKG Interpretation	32
ACLS Certification	5
ACLS Re-certification	2
Adult Assessment in Urgent Care	30
Adult Physical Assessment	184
Advanced Fetal Monitoring	22
Advanced LVN Concepts	12
Basic Dysrhythmia	500
Basic Dysrhythmia - Unlicensed	24
Basic Dysrhythmia Review	8
Basic Fetal Monitoring	24
Basic Labor & Delivery	15
Basic Life Support Certification	26
Basic Life Support Recertification	68

# HEALTHCARE WORKFORCE Course Participants by Training Activity from 07-01-2001 to 11-17-2008

DEVELOPMENT PROGRAM

**NURSING****Skills Enhancement**

Blood Withdrawal Techniques	39
Blood Withdrawal/IV Certification	55
Certified Emergency Nursing Review	11
Chemotherapy Certification	13
Cognitive Disorders	12
Common Lab Values and Interpretations	2
CPR	12
Critical Medical-Surgical Concepts	42
Critical Neonatal and Pediatric Concepts	10
Documentation for Psychiatric Nursing	45
Dosage Calculation	25
Enhancing Critical Thinking Skills	114
Essentials of Pathophysiology	12
Fetal Monitoring	5
Fluids and Electrolytes	5
LVN IV Certification	130
Medical-Surgical Certification	4
Monitor Tech	105
Mood Disorders	40
Newborn Physical Assessment	51
Nursing Assessment	10
Nursing Transition to Acute Care	11
Pain Management	17
PALS Certification	2
Pathophysiology	5
Pediatric Assessment in Urgent Care	50
Pediatric Physical Assessment	112
Pharmacology and the Cardiac Patient	5
Pharmacology for the LVN	4
Pharmacology for the Respiratory Patient	2
Pharmacology: Medications & Math	27
Preceptor Workshop	345
Psychiatric Technician Workshop	22
Psychotic Disorders	36
RN Refresher	13
Substance Abuse Disorders	6

**NURSING****Skills Enhancement**

Triage Nursing	130
True Colors Team Building	620
<b>Total:</b>	<b>3101</b>

**Specialty**

Basic Operating Room	57
CCRN Review	26
CNOR Review	26
Critical Care	26
Emergency Department Nursing	18
Hemodialysis	11
<b>Total:</b>	<b>164</b>

<b>Total for Nursing:</b>	<b>4330</b>
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**SKILLS ENHANCEMENT****Bridge**

30 Unit Option Bridge	33
Academic Development - Math Fundamentals	81
Academic Development - Writing Fundamentals	82
Academic Preparation	41
Academic Preparation - College Foundations	4
Academic Preparation - Level 1 Basic	6
Academic Preparation - Level 1 Math	18
Academic Preparation - Level 1 Reading/Writing	3
Academic Preparation Language Skills - Level 1	34
Academic Preparation Math	65
Academic Preparation Writing	64
AD Writing Lab	6
ADL1-Building Skills in English	10
ADL1-Building Skills in Math	6
ADL2-Advancing Skills in English	13
ADL2-Advancing Skills in Math	12
ADL3-English Skills for College	12
Algebra Preparation	77
Basic HIT Coding Bridge	70
College Entrance Exam Prep Program	112
English Refresher	108

# HEALTHCARE Course Participants by Training Activity

## WORKFORCE from 07-01-2001 to 11-17-2008

DEVELOPMENT PROGRAM

**SKILLS ENHANCEMENT****Bridge**

Essential Academic Skills	213
EVS Workshop - English	9
EVS Workshop - Math	10
Generic RN Bridge	30
LVN / RN Study Skills	153
LVN Preparation Workshop	35
LVN to RN - 30 Unit Option Bridge	8
LVN to RN - 30 Unit TABE	22
LVN to RN Bridge	63
Math Calculations	24
Math Refresher	86
Medical Calculation	85
Pre-LVN Bridge	32
Pre-LVN Citrus	61
Pre-RN Bridge	72
Psych Tech Bridge	43
Psych Tech SSRW	46
RN English Refresher	58
RN Math Refresher	81
RN Medical Calculation	59
RN Survival Study Skills	78
Study Skills Workshop	35
Test Preparation Workshop	31
<b>Total:</b>	<b>2191</b>

**Clerical Skills Enhancement**

Computer Operator	89
Introduction to Medical Terminology	95
Typist-Keyboarding I & II	76
<b>Total:</b>	<b>260</b>

**Communications**

Communications	3427
Leaders Are Learners	15
<b>Total:</b>	<b>3442</b>

**Information Technology**

Access I	42
Computer - Basic Operating Room	47
Computer - Blackboard Training	14
Computer - LVN	28
Computer - Psych Tech	17
Computer and Language Skills	8
Computer Basics	31

**SKILLS ENHANCEMENT****Information Technology**

Computer Basics and Keyboarding	662
Computer Elements 1	8
Computer Elements 2	10
Computer Elements 3	4
Computer Essentials 1	29
Computer Essentials 2	38
Computer Essentials 3	35
Excel I	555
Excel II	235
Internet and Research Techniques	14
Internet Navigation	133
Internet Technology	50
Microsoft Access Basics	11
Navigating the Internet	10
Power Point I	370
Typing Skills Enhancement	27
Typist Keyboarding	21
Typist Keyboarding and Skills Building for Success	5
Word I	413
Word Processing and Skills Building for Success	18
Word Processing- Basic Functions of the Internet	6

**Total: 2841****Spanish Language**

Basic Spanish	545
Coffee and Conversation	13
Dígalo Todo	175
Dígalo Todo 1	196
Dígalo Todo 2	169
Spanish for Nursing Students - Level 1	10
Spanish for Nursing Units Level 1	59
Spanish for Nursing Units Level 2	6
Spanish for PFS - Level 1	46
Spanish for PFS - Level 2	21

**Total: 1240****Total for Skills Enhancement: 9974****WAIVER-MANDATED RESTRUCTURING GOALS/ALLIED HEALTH**

Clinical Resource Management

# HEALTHCARE WORKFORCE

## Course Participants by Training Activity from 07-01-2001 to 11-17-2008

DEVELOPMENT PROGRAM

### WAIVER-MANDATED RESTRUCTURING GOALS/ALLIED HEALTH

#### Clinical Resource Management

CRM	429
Total:	429

Total for Waiver-Mandated Restructuring Goals/Allied Health:	429
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Grand Total: 15680



**Current Snapshot of Participants in HCWDP  
November 21, 2008**

<b>Current Career Path Cohorts</b>	<b>Number</b>	<b>Estimated completion date</b>
LVN	13	Dec 08
LVN to RN	16	10 in May 09, 6 in Dec 10
Generic RN	55	15 in Dec 08 15 in May 09 25 in Dec 09
Psych Tech program	6 remaining out of 16	4 in Dec 08 2 in June 09
MRI Training Program	14	Start Jan 09 – finish April 09
<b>Strategic Skills Enhancement</b>		
Multidisciplinary Training to Qualify Homeless patients for Disability Reimbursement	50	Jan 09 – Jan 10
Spanish language for Nurses and Clinic staff in South LA	93	33 in Dec 08 60 in June 09
<b>Pre-reqs for career paths – 90% interested in nursing</b>	257	Jan – Dec 09
<b>Bridge Academic Skills Enhancement – Math, Read/Write, Critical Thinking, etc.</b>	307	Ongoing classes